

CERTIFIED HR ASSESSOR

“Gain expertise in using assessment tools for recruitment, development, and talent management.”

Schedule

Venue (InHouse)	Fees
At Your Organization Premises	Ask For The Quotation

► **Available delivery methods:** In-House Training

Introduction

The Certified HR Assessor program is designed to provide HR professionals with a deep understanding of modern assessment tools and methodologies used across the employee lifecycle—from recruitment and selection to development and succession planning.

In today’s competitive business world, organizations depend on accurate assessments to make informed talent decisions. This course equips participants with the knowledge and skills to select, design, and administer various assessment tools, including psychometric tests, competency-based interviews, and assessment centers.

Through practical exercises and case studies, participants will learn how to evaluate talent objectively, interpret results effectively, and align assessments with organizational goals and job requirements.

Objectives

- Differentiate between various types of assessment tools and their HR applications.
- Develop and implement competency-based assessment frameworks for different job levels.
- Administer and interpret psychometric, cognitive, and behavioral tests.
- Conduct structured and behavioral interviews effectively.
- Design and execute assessment and development centers.
- Use assessment results for recruitment, development, and succession planning.

Why Attend

- Learn to identify the right talent through reliable and valid assessment methods.
- Gain expertise in designing assessment centers that measure potential and performance.
- Improve the objectivity and consistency of HR decision-making.
- Enhance your credibility as a certified HR assessor with practical, hands-on knowledge.

Target Audience

- HR professionals involved in recruitment, selection, and talent management.
- Learning & Development specialists.
- HR Business Partners and Organizational Development practitioners.
- Line managers and supervisors responsible for performance assessments.

Individual Benefits

- Gain mastery of professional assessment methodologies.
- Learn to design and apply psychometric and competency-based tools effectively.
- Improve accuracy and fairness in employee evaluations.
- Strengthen your analytical, decision-making, and people-assessment skills.

Organizational Benefits

- Ensure reliable, fair, and data-driven talent selection and promotion processes.
- Build stronger succession and leadership pipelines.
- Improve employee performance through targeted development plans.
- Reduce turnover and enhance workforce capability through better hiring accuracy.

Instructional Methodology

- Interactive lectures and expert-led discussions.
- Hands-on practice with real assessment tools and psychometric tests.
- Simulated assessment center exercises.
- Group projects and feedback interpretation sessions.
- Case studies from diverse industries.

Course Outline

Module 1: Overview of HR Assessment Methodologies

- Importance of assessments in HR.
- Types of assessment tools (psychometric, behavioral, cognitive, technical).
- Linking assessments with business and HR strategy.

Module 2: Job Analysis and Competency Frameworks

- Understanding job requirements and success factors.
- Developing competency models and behavioral indicators.
- Mapping competencies to organizational needs.

Module 3: Psychometric Testing

- Understanding types of psychometric assessments (ability, personality, aptitude).
- Administering and interpreting test results.
- Ensuring reliability, validity, and fairness.

Module 4: Structured and Behavioral Interviews

- Designing competency-based interview questions.
- STAR (Situation, Task, Action, Result) technique.
- Evaluating and scoring candidate responses objectively.

Module 5: Assessment and Development Centers

- Designing assessment centers for selection and development.
- Common exercises: in-basket, role-play, case study, presentation.
- Observer training and evaluation consistency.
- Giving developmental feedback to participants.

Module 6: Integrating Assessments in HR Processes

- Using assessments for recruitment, promotion, and career development.
- Aligning results with succession planning.
- Legal and ethical considerations in assessment usage.

Module 7: Data Interpretation and Reporting

- Analyzing and summarizing assessment results.
- Writing professional assessment reports.
- Communicating results and recommendations effectively.

Module 8: Practical Assessment Workshop

- Conducting a mock assessment center.
- Observer calibration and scoring.
- Reviewing and debriefing performance data.

Certification

Upon successful completion of all modules, exercises, and a practical assessment project, participants will be awarded the Certified HR Assessor certification. This credential validates their competence in implementing professional, ethical, and effective HR assessment practices within any organization.

Why Choose MAWA Events

- **Global Expertise:** More than 17 years of experience in professional training and consulting.
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<p>In-House / Customized Training</p> <p>Interested in running this course for your team?</p> <p>Please contact us:</p>	<p>TEL:</p> <p>+601116373203</p>	<p>EMAIL:</p> <p>info@mawaevents.net</p>
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